

Fire Door Experts Ltd, (FDE) your one stop third party accredited contractor for fire door surveys, installation and maintenance, is pleased to introduce the Planned Preventative Maintenance (PPM) service.

Reacting to client demands for a regular, cost effective and professional maintenance programme to avoid sudden, unexpected expenditure, FDE has developed the Planned Preventative Maintenance Service.

Features:

1. Regular (annually or 6 monthly) inspections of all fire doors in the location/building.
2. Inclusive, labour only adjustments and minor maintenance works to all surveyed doors during the survey visit.
3. Complete report post survey on the condition of each door assembly with costed recommendations for more significant maintenance and repairs as required.
4. BM-Trada Q-Mark accredited service.

Benefits:

1. Regularly updated asset register of your building's fire door assemblies. This ensures that the buildings Responsible Person fulfils their obligations under the Regulatory Reform (Fire Safety) Order 2005, which places a legal liability on a Responsible Person to ensure that any *"facilities, equipment and devices are subject to a suitable system of maintenance and are maintained in an efficient state, in efficient working order and in good repair by suitably competent persons"*.
2. Fixed cost service, enabling better financial planning and control.
3. Fully accredited service, complying with the highest industry standards.
4. Auditable records of 'Fire Door Maintenance'.

How it works:

After an initial telephone assessment (and maybe a site visit if necessary) FDE will produce a fixed price quote to provide the following services on a door assembly by door assembly, building by building basis:

1. Carry out a detailed, non-intrusive (i.e. architraves will not be removed to check for fire-stopping – unless otherwise instructed to do so) fire door assembly survey to each door as listed in your building(s).
2. Once each door assembly is surveyed, to carry out minor maintenance works to each assembly as per table 1 listed below.
3. To compile and issue a detailed survey report per building and cost summary of further rectification actions required to make each door assembly compliant (where necessary).
4. In accordance with the Approved Repair Techniques (ARTs) under our BM-Trada accreditation, issue Record of Maintenance Activities forms for each door assembly per building, for inclusion in the O&M manual for that building. This identifies what maintenance activities we have completed during the survey stage and what further ART's are required to make each door assembly compliant (if applicable).
5. The rate per door assembly is £30 with a minimum of 12 doors to be surveyed per day/visit.

6. These rates are Mon-Fri 8am-5pm. OOH rates are £48 per door, minimum 12 doors.
7. Any further works instructed as identified by the survey, will be fully documented in a drop box folder with before and after photos of works.
8. Fixed term contract (4-year recommended) with annual reviews on performance and cost.

Table 1:

Item	Rectification Action
1	Adjust door closer(s)
2	Adjust door selector(s)
3	Adjust door(s) to fit
4	Adjust floor spring(s)
5	Re-fix door stop(s)
6	Service panic bar(s)
7	Re-fix architrave(s)
8	Re-fix glazing bead(s)
9	Re-fix loose intumescent smoke seal(s)
10	Re-fix loose pull and lever handle(s)
11	Re-fix loose push plate(s)
12	Re-fix loose hinge screw(s)
13	Re-fix loose signage
14	Re-fix surface mounted drop-down seal(s)

Conclusion:

From initial conversations with a number of clients, PPM is proving to be extremely popular resulting in limited availability. As a result, please register your interest now and we will confirm potential dates when your PPM service could start.

We trust you will find this proposal of interest and we look forward to hearing from you. In the meantime, if you have any questions or comments on the PPM service, please do let us know.

Regards

The Team at Fire Door Experts Ltd.,